

**SECRET**

DTR-2199

Approved For Release 2001/07/30 : CIA-RDP78-06363A000100010009-4

31 October 1968

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training

I. Project USEFUL Critiques

Many of the military officers who attended the September offering of Project USEFUL wrote complimentary critiques and expressed appreciation for having had the opportunity to attend the course. A few of the officers made some unusually candid observations, quoted as follows:

"I am impressed that so many senior officers in CIA participated. Some of them were not the world's best instructors, but they had the information to put out. I was frankly amazed that we were told as much as we were. My skepticism of CIA (caused by some bad experiences several years ago) is now largely a thing of the past."

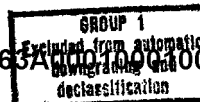
"Bureaucratic stagnation by USG Agencies and Departments in Washington is sometimes overwhelming. This course does much to establish the "eyeball contact" and rapport so important to the US implementation of foreign policy both in Washington and overseas."

"Very few of us are interested in your internal organization and family problems. There is too much of both of these in this course. The course has opened my eyes to what a hamstrung bureaucratic organization CIA has become. I realize that this may be just a surface observation and I have great confidence that your best capability is devoted to the really important tasks which we are not likely to hear about."

A more detailed resume of critiques has been forwarded to you separately.

Approved For Release 2001/07/30 : CIA-RDP78-06363A000100010009-4

**SECRET**



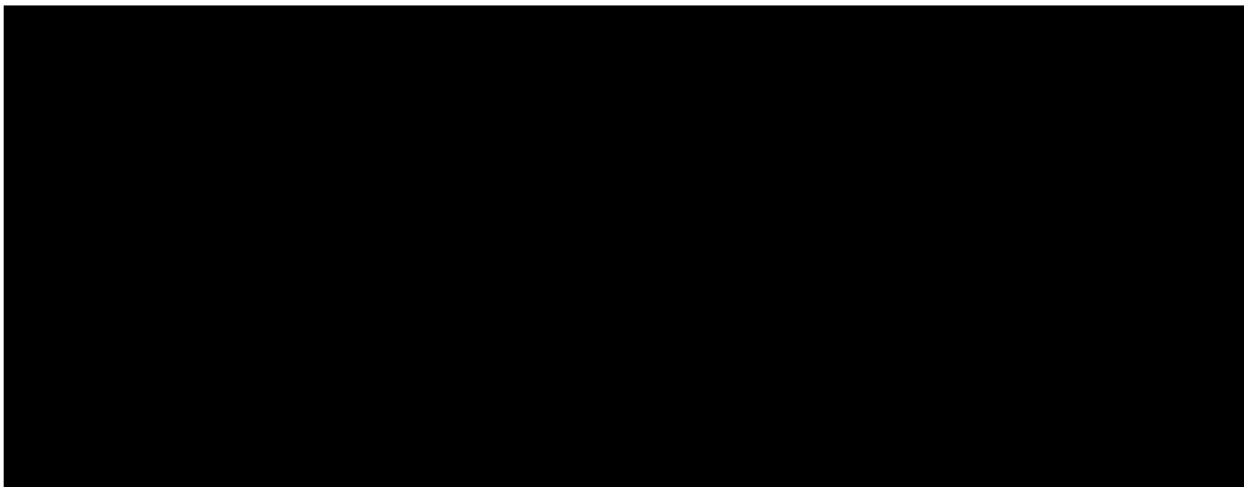
**SECRET**

2. Television Class, "From Nine to Five," for Clericals

Twenty Agency clerical personnel are taking the Civil Service Commission sponsored course, "From Nine to Five," presented on WETA TV. The program focuses on the behavioral aspects of secretarial practices rather than on skills training. The twice-weekly sessions are held in the Ames Building during the period, 29 October-17 January.

Following each half-hour TV presentation, a discussion is conducted by two instructors from OTR's Clerical Training Staff. The heavy emphasis is on interpersonal communications via attitude and appearance, by telephone, or through oral and written exchanges with the boss. We have purposely selected both newly-assigned and seasoned employees to attend this initial course offering.

25X1A6a



4. Agency to Host National Security Agency Group

On 4 November, 43 students and staff members of the NSA Senior Cryptologic Course will receive a series of briefings in the USIB Conference Room. The Executive Director-Comptroller will open the

**SECRET**

**SECRET**

program. One Agency officer, [REDACTED] of OC, is a student in 25X1A9a the course.

5. OTR Officials Tour NPIC

On 28 October the DTR, DDTR and several OTR school and staff chiefs were given a special tour and series of briefings at NPIC. The NPIC director remarked that his activity was one of OTR's best custom-are for external training. He also emphasized the rapid technical changes going on in photographic interpretation and the need to be in constant touch with "the outside world" on new developments -- hence, the rationale for a vigorous and continuous external training program.

6. Commo Engineers to Train at [REDACTED] 25X1A6a

Plans are underway to have a group of OC engineers and technicians participate in field training at [REDACTED] during the first week of 25X1A6a December. One activity will be an air-ground commo exercise similar to that given for Operations Course Phase II students. The objective is to get the engineers out of the laboratory and place them in conditions similar to those which confront an agent or case officer using commo equipment.

7. Non-Agency Briefings

During this reporting period, the following non-Agency briefings were given:

25X1X7

**SECRET**

**SECRET**

At AID, four members of the current AID Orientation on the Agency (classes at the Washington Training Center have become much smaller since the Regional Training Center in Hawaii opened).

At the Defense Intelligence School, 52 students enrolled in the DIS Senior Analysts Course on the "Mission, Functions, and Organization of CIA."

At Maxwell Air Force Base, 300 students at Air Command and Staff College on "Communist World Problem and Prospects."

At Fort Holabird, 24 members of Foreign Officers Orientation class on "Background of Communist Activities in the FE and SE Asia."

25X1A9a

*for*  
John Richardson  
Director of Training

**SECRET**